



CALTRANS ELECTRICIAN I
OPEN
CONTINUOUS TESTING

OFFERING EQUAL EMPLOYMENT OPPORTUNITIES TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

OPEN

Applications will be accepted on an open basis only.

EXAMINATION PLAN-
NO WRITTEN TEST IS
REQUIRED

The entire examination will consist of a Supplemental Application weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.

Applicants in the examination will be required to submit responses to questions contained in the Supplemental Questionnaire Application which are designed to identify job achievements in specific areas that demonstrate the ability to successfully perform at this level. **APPLICANTS WHO DO NOT SUBMIT COMPLETE INFORMATION WILL BE ELIMINATED FROM THE EXAMINATION.**

FILE BY MAIL:	Department of Transportation Exam Services (MS 86) P.O. Box 168036 Sacramento, CA 95816-8036	FILE IN PERSON:	Department of Transportation 1727 30th Street, 1st Floor Sacramento, CA 95816 (916) 227-1800
----------------------	-----------------------------------------------------------------------------------------------------------------	------------------------	---------------------------------------------------------------------------------------------------------------------------------------

CONTINUOUS TESTING-NO FINAL FILING DATE- Testing is considered continuous as Supplemental Applications will be scored as received. You may apply only once in any consecutive 12 month period. State Applications and/or resumes submitted via facsimile (FAX) machines, or electronically mailed (e-mail) will no be accepted.

Please submit one (1) State Application (STD 678) AND one (1) Supplemental Questionnaire Application for EACH classification level for which you are applying.

DO NOT SEND APPLICATIONS AND SUPPLEMENTAL APPLICATIONS TO THE STATE PERSONNEL BOARD.

A mandatory Supplemental Questionnaire Application **must** be completed and submitted with a standard State Application (STD 678). To obtain the Supplemental Questionnaire Application, go to http://www.dot.ca.gov/hq/jobs/ExamBulletins/OpenExams/c_9TR05_CTElect1_supapp_010809.pdf and for the State Application go to <http://spb.ca.gov/jobs/stateapp.htm>. You can also obtain State Applications at the State Personnel Board, any Employment Development Department in California and the Department of Transportation. **State Applications received without the Supplemental Questionnaire Application or visa versa will not be accepted.** If you have any questions, please call the Selection Office at (916) 227-1800.

REASONABLE
ACCOMMODATION

If you have a disability and wish to participate in one of our testing services, programs, or activities and require a specific accommodation, please mark the appropriate box for Question #2 on the Examination and/or Employment Application form. You will be contacted to make specific arrangements. TDD users may contact the California Relay Service TDD line at 1-800-735-2929, Voice line at 1-800-735-2922.

SALARY RANGE

\$3828 - \$4201

REQUIREMENTS FOR
ADMITTANCE TO
THE EXAMINATION

NOTE: All applicants must meet the education and/or experience requirements for this examination by the date on the Supplemental Questionnaire Application. Your signature on your application indicates that you read, understand, and possess the minimum qualifications required.

NOTE: All applications/resumes must include: "to" and "from" dates (month/day/year), time base, civil service or private sector titles, and the duties performed. **Applications/resumes received without this information will be rejected.**

Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as "Either" I, "or" II "or" III, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirements.

Possession of a valid Class C driver license. (Applicants who do not possess this license will be admitted to the examination but must secure the license prior to appointment.)

Either I

Two years in the California state service performing the duties of a Caltrans Electrical Technician.

Or II

Completion of a recognized apprenticeship as an electrician. (Apprentices who are within six months of completion of their apprenticeship may be admitted to the examination, but they must present evidence of completion of the apprenticeship prior to appointment.)

Or III

Four years of successful and varied experience in the repair, maintenance and installation of electrical equipment and electronic control devices. An Associate of Arts or Certificate of Arts Degree in Electrical Technology may be substituted for two years of the required experience. (Students who are within six months of completing their degree will be admitted to the examination, but must present evidence of completion prior to appointment.)

MINIMUM
QUALIFICATIONS

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

It is an objective of the State of California to achieve a drug-free state work place. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

ADDITIONAL DESIRABLE QUALIFICATIONS	Possession of a valid and unrestricted Class B or Class A driver license.
SPECIAL PERSONAL CHARACTERISTICS	Visual and color acuity adequate to successfully perform the essential functions of the job; willingness to work at odd hours and to be available for day or night calls; willingness to stay abreast of current technological changes in the fields of electricity and electronics; willingness to work up to 550 feet above pavement or water and in the midst of traffic; ability to withstand working under adverse (e.g., cold, wet, windy) weather conditions.
POSITION DESCRIPTION	This is the first journey level for the series. In the field and on toll bridges, incumbents independently or with others install, repair and maintain a wide variety of electrical and electronic devices on facilities.
EXAMINATION INFORMATION	<p>This examination will consist of a Supplemental Questionnaire Application. In order to obtain a position on the eligible list, a minimum score of 70% must be attained.</p> <p>Supplemental Questionnaire Application – Weighted 100%</p> <p>Scope:</p> <p>A. Knowledge of:</p> <ol style="list-style-type: none">1. Basic theory of electricity and electronics.2. Basic terminology, principles, methods, tools and equipment used in the installation, maintenance and repair of electrical and electronic equipment, including sold-state circuits and transistors.3. Safety precautions while working with electricity, including the National Electric Code, the Electrical Orders of the Division of Industrial Safety, and CAL/OSHA safety and health regulations. <p>B. Skill in:</p> <ol style="list-style-type: none">1. Installing, repairing and maintaining a wide variety of electrical and electronic devices. <p>C. Ability to:</p> <ol style="list-style-type: none">1. Communicate at a level required for successful job performance.2. Follow directions.3. Work with hand tools.4. Read electrical schematic drawings and construction blueprints.5. Analyze situations and adopt effective courses of action.6. Maintain records and make reports.7. Interpret plans, and estimate repair costs.
ELIGIBLE LIST INFORMATION	An open eligible list will be established for the Department of Transportation. The list will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.
CAREER CREDITS	Career credits are not granted in open examinations.
VETERANS PREFERENCE POINTS	Veterans preference points will be added to the final score of all competitors who are successful in this examination and who qualify for, and have applied for, these points. Due to changes in the law, which were effective January 1, 1996, VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS PREFERENCE POINTS.

GENERAL INFORMATION

For an examination without a written feature, it is the candidate’s responsibility to contact the Caltrans Office of Examination Services in Sacramento at (916) 227-1800, three weeks after the final filing date if he/she has not received a progress notice.

Applications are available at the State Personnel Board in Sacramento, any Employment Development Department office, Department of Transportation district office or at www.dot.ca.gov/hq/jobs on the Internet.

If you meet the requirements, you may take this examination. Possession of the entrance requirement does not assure a place on the eligible list. All candidates who pass will be ranked according to their scores.

The Department of Transportation reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all candidates will be notified.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history, and fingerprinting may be required.

Veterans Preference: California law allows granting of Veterans Preference points in open entrance examinations and open, non-promotional exams. Credit in open entrance examinations is granted as follows: 10 points for veterans, widows and widowers of veterans, and spouses of 100%-disabled veterans; and 15 points for disabled veterans. Credit in open, non-promotional examinations is granted as follows: 5 points for veterans; and 10 points for disabled veterans. Directions for applying for veterans preference points are on the veterans preference application (Form 1093) which is available from the State Personnel Board, written test proctors, and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

For individuals with disabilities, this document may be available upon request in alternate formats. To obtain an alternate format, please call or write to the California Department of Transportation, Office of Examinations and Recruitment Services, P.O. Box 168036, MS 86, Sacramento, CA 95816. Voice (916) 227-7858. California Relay Service: Voice 1-800-735-2922 or TTY 1-800-734-2929.